

Meeting Minutes

March 12, 2024

9:00 a.m. Hybrid Meeting

Members Present

- ☒ Angela Balconi
- ☒ Kim Chose
- ☐ Carla Higginson
- ☐ Gail Kelsie
- ☒ Jeff Leghorn
- ☒ Tom Peterson, Chair
- ☒ Nate Scott
- ☒ Lori Smith

Liaisons and Staff Present

- ☒ Cathy Biestek, WSBA Staff Liaison
- ☐ Renata de Carvalho Garcia, RSD Director
- ☐ Bobby Henry, RSD Associate Director
- ☐ Serena Sayani, BOG Liaison
- ☒ Katherine Skinner, RSD Lead
- ☒ Anne Trent, RSD Paralegal

PUBLIC SESSION

Call to Order

The meeting was called to order at 9:13 a.m. The Chair confirmed that a quorum was present.

Meeting Minutes

The Board approved the draft January 9, 2024 meeting minutes.

LPB Committee Chair Openings

Derek Matthews resigned from the Board so two committee chair positions need to be filled. Jeff agreed to chair the Forms committee and Angie agreed to chair the Rules committee.

LPB Member Applications

Due to Derek's resignation, there is currently an open position for a partial term starting February 15, 2024, and ending September 30, 2026. The alternate cannot fulfill this position because it requires an attorney member. Tom asked the members of the Board to talk to colleagues to see if anyone is interested in applying for this position. Since the application period has not yet opened, a cover letter and resume can be emailed to Cathy Biestek or the LPO inbox. The official application link will be available in early May.

There will be two other member positions to fill for the FY25 term starting October 1, 2024. At least one of the positions will need to be filled by someone from escrow or title insurance industries. The current Board members that are eligible to reapply are Angie and Gail.

FY2025 Budget

The FY24 LPB budget was \$4,000 and the Board did not exceed that limit. Discussed maintaining the LPB budget at \$4,000 for FY25. The Board budgeted for two in-person and four virtual meetings for FY25.



Study Topic List Update

The LPO exam question bank is complete and ready for review. Jeff and Carla volunteered to review the list of questions with the tentative deadline of May 15th.

The Board also discussed the process for making the new study guide available. The Exam committee will propose the revised study=topic list to the Board, the Board will approve it, then it will be submitted to the BOG as an information-only agenda item, it will then go to the Supreme Court for approval. The Board is hoping to submit revised study-topic list to BOG no later than September 2024.

Board Member and Public Comments

The Board discussed sending a survey to the examinees that passed the most recent LPO exams to determine which study materials are the most helpful. WSBA staff will prepare and send this survey.

Adjournment

The public session of the meeting was adjourned at 9:33 a.m. by Chair Tom Peterson.

Executive Session

The Board completed the grading of the Winter 2024 LPO Exam.

Respectfully submitted,

Cathy Biestek
WSBA Staff Liaison to the LPB